



UNITED STATES MARINE CORPS  
Commanding General  
Marine Corps Air Ground Combat Center  
Box 788100  
Twentynine Palms, California 92278-8100

CCO 4010.1C  
212

DEC 09 1996

COMBAT CENTER ORDER 4010.1C *w/ch-1*

From: Commanding General  
To: Distribution List

Subj: RECYCLABLE MATERIALS PROGRAM

Ref: (a) Public Law 97-214 (NOTAL)  
(b) Dep Sec Defense memo of 28 Jan 83 (NOTAL)  
(c) DLA Sale-a-Gram of 15 Jun 84 (NOTAL)  
(d) NEESA Handbook 5-010A Apr 91 (NOTAL)  
(e) USMC MWR Recycling Handbook of May 91 (NOTAL)  
(f) DRMS Directive 4160.5 of 21 Sep 88 (NOTAL)

Encl: (1) Guidelines for Source Separation of Recyclable Materials  
(2) Required Entries for Disposal Documents  
(3) Unit of Issue  
(4) Disposal Authority Codes  
(5) Demilitarization Codes  
(6) Supply Condition Codes  
(7) Disposal Condition Codes

1. Purpose. To provide information and instructions necessary to manage, operate and enhance the Recyclable Materials Program aboard the Combat Center.

2. Cancellation. CCO 4010.1B.

3. Background

a. The Combat Center generates various recyclable materials during the accomplishment of its mission. Since 1986, the Combat Center has operated a Qualified Recycling Program. The present program is expanding into various recycling markets in order to generate funds that will be used to the benefit of the Combat Center. The goal of this program is to reduce the flow of material to the various landfills, generate all possible revenue and make recycling as convenient as possible for Combat Center units and base housing residents.

b. DoD and the State of California have established specific landfill source reduction goals for the years 1995 and 2000. Starting in FY-96 the State will impose extensive fines for the municipalities (to include the Combat Center) that fail to meet this goal.

4. Information

a. Recyclables are defined as materials that have a monetary value that normally are or would be discarded, (i.e., scrap and waste that may be reused after

undergoing some type of physical or chemical processing). Recyclable materials do not include precious metal-bearing scrap or those items which may be used for their original purpose, or that function without any special processing, (i.e., vehicles or machine parts, bottles (not scrap glass), electrical components and unopened containers of unused oil/solvents). Also, recyclable materials do not include ships, planes, weapons, or any discarded material which must undergo demilitarization or mutilation prior to being rendered safe for recycling.

b. Reference (a) allows this command to retain moneys generated from the recycling program at the Combat Center. References (b) through (f) provide guidance on implementation and enhancements of recycling programs.

c. The Combat Center's Recyclable Materials Program is designed to return funds to the Combat Center operating budget, not to individual units participating in the segregation and turn-in process. Although individual units do not receive a direct return from recycling efforts in terms of a credit to their respective operating budgets, they do receive an indirect benefit as moneys recouped are applied to initiatives to improve the facilities and programs at the Combat Center.

d. Funds generated from the sale of recyclable material are used first to cover the costs of operations, maintenance and overhead for the Recyclable Material Program. Once these costs are covered, other eligible base programs may be identified and considered in order to receive an equal share of these funds. The outlay for these programs will not exceed 50 percent of the balance remaining after costs for the recycling program have been paid. Once costs for approved programs are covered, the remaining funds will be transferred to the nonappropriated fund Morale, Welfare and Recreation (MWR) Directorate account for use in programs dedicated to improving the recreation and quality of life facilities for Marines, Sailors and their families aboard the Combat Center.

e. Due to limited involvement and participation, the past recycling program has only been marginally successful. Further, based upon the current landfill volume, the Combat Center will not meet the federal or state objectives without increased recycling or waste reduction participation by all activities and individuals.

5. Policy. In order to reach the landfill reduction goal, all tenant activities, visiting organizations and housing occupants aboard the Combat Center will actively engage in mandatory waste minimization and/or recycling.

6. Implementation. Each activity will be responsible for accomplishing the recycling objectives prescribed in this Order. The Director, Installations and Logistics (I&L) Directorate will be overall responsible for effectively managing and controlling the Recyclable Materials Program. Specific guidance for the Recyclable Materials Program includes:

a. Waste Minimization. Combat Center units will periodically review processes that generate either hazardous or non-hazardous waste for potential improvement in these areas, and act to modify those processes to reduce supplies consumed or waste generated. At present, a solvent service contract and rag service contract are in use aboard the Combat Center that greatly reduces the related hazardous waste that was generated in these areas. Units interested in obtaining information about either of these programs should contact the Hazardous Waste Accumulation Area (HWAA) at extension 5834.

b. Reutilization. Combat Center units will actively pursue redistribution of reusable items to other Combat Center units as the first source of "disposal" for unwanted items. Conversely, units should take full advantage of excess serviceable material available for government Reutilization through the local Defense Reutilization Marketing Office (DRMO) activities at Twentynine Palms and Barstow. Units may draw used lumber items for government use at no charge from the scrap wood lot.

c. Recycling. All recyclable material generated on various worksites or in base housing will be source separated. Source separation is defined as the "placement of like materials in appropriate containers at or near the job site or base residence while reflecting no significant change in manpower requirements." At present, lead acid batteries, silver zinc batteries and used oil turned in by units to the HWAA are recycled. The recyclable section currently collects a wide variety of housing and workspace non-hazardous wastes. The guidelines for source separation are provided in enclosure (1).

d. Disposal. Recyclable materials will not be disposed of in the Combat Center landfill. Hazardous, nonrecyclable material will be turned in to the HWAA. Most non-hazardous items turned in to DRMO have a resale value and comprise a large source of the recycling revenue presently generated. Proper completion of the DD Form 1348-1 disposal document is vital to the continued success of the program. Detailed instructions for completing the DD Form 1348-1 are provided in enclosure (2). Enclosures (3) through (7) provide required supply data for completing disposal documents.

e. Environmental Impact Review Board (EIRB). The Environmental Impact Review Board (EIRB) reviews environmental documentation to determine if the potential for environmental degradation or public controversy exists. Any minimization and/or recycling actions contemplated must be provided to the Director, Natural Resources and Environmental Affairs (NREA) Directorate for consideration and approval by the EIRB prior to implementation. Additional information about the functions of the EIRB can be obtained by contacting NREA at extension 5719/7396.

f. Project Review Board. The Project Review Board will review recycling and pollution abatement, energy conservation, occupational health and safety project proposals submitted to the Director, I&L Directorate for funding with recycling moneys. Projects recommended by this board will be forwarded from the chairman to the Commanding General for final decision. Recyclable funds will not be obligated without prior approval of the Project Review Board. The board will consist of representatives from I&L, MWR and the Comptroller Directorates.

## 7. Action

### a. Director, I&L Directorate

(1) Assign overall responsibility for the Recyclable Materials Program to the Head, Supply Division.

(2) Provide adequate staff and facilities to manage the Recyclable Materials Program.

(3) Provide business strategy and management techniques to enhance the Recyclable Materials Program to its full potential.

(4) Continue to expand products and markets for the Recyclable Materials Program.

(5) Manage costs incurred by the Recyclable Materials Program and track expected proceeds. Assign the Head, Supply Division as the fund administrator for all recycling funds.

(6) Ensure Combined Arms Exercise (CAX) units at the Exercise Support Base are informed about the MCAGCC Recycling Program and provided with containers for separation of non-hazardous recyclable materials.

(7) Assume responsibility for hazardous material/hazardous waste (HM/HW) recycling effort.

(8) Ensure recyclable materials are not disposed of in the landfill.

(9) Assist participating units in the proper handling, labeling, containerization and turn-in of hazardous recyclable materials.

(10) Submit proposed expenditures of recyclable funds to the Project Review Board for approval.

(11) Ensure the costs of operations, maintenance and overhead for processing and handling recyclable materials are deducted from the recyclable materials account before funds are disbursed for other programs per paragraph 4d, above.

(12) Assign Head, Supply Division (chairman) and Head, Installations Division (member) to the Project Review Board.

(13) Ensure proceeds from the sale of recyclable materials are expended per paragraph 4c, above.

b. Director, MWR Directorate

(1) Provide adequate non-appropriated fund personnel to man the Recyclable Materials Program. Continue to provide payroll and administrative support to the assigned non-appropriate fund personnel. Provide accounting report MCAGCC QRP account per agreement between MWR and Head, Supply Division.

(2) Provide reports on expenditures and requests for payment concerning the QRP account to the Head, Supply Division within (14) days after having been received or generated by MWR.

(3) Appoint a representative to serve on the Project Review Board.

(4) MWR will not initiate expenditures or transfer of funds without authorization of Head, Supply Division or approved representative in accordance with the agreement between MWR and Head, Supply Division.

c. Director, NREA Directorate

DEC 09 1996

(1) Provide assistance and advice in the areas of environmental laws and regulations.

(2) Provide assistance to participating units in obtaining and maintaining current, any permits required for recycling operations.

(3) Ensure proposed recycling/minimization actions are considered and documented by the EIRB.

(4) Assist participating units in the proper identification and storage of hazardous recyclable materials.

(5) Serve as the EIRB controlling agency.

(6) Ensure all CAX units are informed about the Combat Center's Recyclable Materials Program during the environmental brief.

(7) Implement procedures for routine and ongoing inspections to ensure compliance with this Order.

d. Director, Comptroller Directorate

(1) Accept reimbursements from housing (curbside) and the recycling branch (commodity sales). Ensure these funds are credited to the recycling account.

(2) Prepare and provide the Project Review Board with a quarterly recyclable materials fund status report.

(3) Establish Standard Accounting Budgeting and Reporting System (SABRS) Fund Administrative Accounts (SFA's) against which reimbursable expenses can be charged by Supply Division. Charges against these accounts will be submitted on NAVCOMPT Form 2277 for each operating month. Reconciliation of expenditures will be performed at the end of each quarter.

(4) Establish SFA accounting procedures to ensure related financial records and documents are substantiated.

(5) Ensure balance of funds received from the sale of recyclable materials does not exceed two million dollars at the end of the fiscal year.

(6) Provide a representative to serve as a member of and to advise the Project Review Board of funds available for approved projects and authorized expenditures.

e. Inspector. Implement procedures for routine and ongoing inspections to ensure compliance with this Order.

f. Public Affairs Officer. Assist with the promotion and publicity of the Recycling Program.

g. Directors, Commanding Officers and Officers-in-Charge

~~ATC 09 1996~~

(1) Ensure compliance with the provisions of this Order. Coordinate recycling efforts and review of unit recycling orders with I&L and NREA Directorates.

(2) Ensure adequate staff and facilities are provided to manage the Recyclable Materials Program at the unit level. Ensure an officer or SNCO is assigned in writing as the Unit Recycling Coordinator. The assigned coordinator will report to the Recycling Specialist, building 1059, within five working days of assignment to review the units recycling plan. Control and management of the activities' HM/HW will continue to be the responsibility of the assigned HM/HW Manager.

(3) Establish a safety training program for all personnel involved in work station's recyclable material source separation.

(4) Ensure waste streams are periodically reviewed and action taken to reduce waste streams where practical. Use the available solvent service contract and rag service contract as appropriate.

(5) Unit Recycling Coordinators will canvas sections within their activity or make liaison with other unit coordinators in the effort to use excess serviceable material prior to processing these items for recycling or disposal. Establish local procedures that require the screening and sourcing of required assets from DRMO and the scrap wood lot.

(6) Establish a source separation program at the unit level. Participate in the workspace and bachelor housing Recyclable Materials Program. Participate in HW recycling programs. Ensure DD Form 1348-1 disposal documents are prepared per enclosures (2) and (3) for all material turned in to DRMO.

(7) Ensure unit personnel are informed of the source separation guidelines contained in enclosure (1).

(8) Ensure recyclable materials are not disposed of in the landfill or in dumpsters. Establish a schedule and inspect unit trashcans and dumpsters for recyclables.

(9) Ensure any minimization/recycling actions contemplated are provided to the NREA Directorate for consideration and approval by the EIRB prior to implementation.

(10) Advise service members, living in government housing, of their responsibilities to participate in the mandatory Recyclable Materials Program.

8. Summary of Revision. This Order contains major changes in policy and procedures and should be read in its entirety.

DEC 09 1996

9. Applicability. This Order is applicable to all commands and organizations aboard the Combat Center.

A handwritten signature in cursive script, reading "J. A. Keenan".

J. A. KEENAN  
Chief of Staff

DISTRIBUTION: A-1



UNITED STATES MARINE CORPS  
COMMANDING GENERAL  
BOX 788100  
MARINE CORPS AIR GROUND COMBAT CENTER  
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 4010.1C Ch 1  
212  
05 JAN 2000

COMBAT CENTER ORDER 4010.1C Ch 1

From: Commanding General  
To: Distribution List

Subj: RECYCLABLE MATERIALS PROGRAM

1. Purpose. To direct pen changes to the basic Order.

2. Action


a. On Enclosure (1), paragraph 2b, delete present paragraph and replace with the following: "b. All paper generated by offices can be recycled with the exception of fluorescent colors, colored Post-it and carbon paper. This includes, but is not limited to, newspapers, magazines, phone books, white ledger, computer paper, colored paper, and shredded paper."

b. On Enclosure (1), paragraph 2, delete paragraphs c and d, and renumber all paragraphs accordingly.

c. On Enclosure (1), paragraph 2f, change "DRMO" to read "DRMO/QRP".

d. On Enclosure (1), add paragraph 3. "3. All California Redemption Containers (aluminum cans, or glass and plastic bottles) which have been placed in dumpsters, trash cans, recycling bins or bags provided by the Combat Center are government property. The extraction of these cans by individuals or private organizations for personal scavenging and "dumpster diving" are prohibited."

3. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Order.

  
D. T. LEMNOX  
Chief of Staff

DISTRIBUTION: A-1



DEC 09 1996

## GUIDELINES FOR SOURCE SEPARATION OF RECYCLABLE MATERIALS

1. Housing and barracks areas (exclusive of Vista del Sol (801) tenants and contractors). Base housing and barracks residents are required to separate, prepare and make available their cans, glass, paper and plastic items for the Recyclable Materials Program. Guidelines for this effort include:

a. Housing. Recyclables will be picked up from the various areas on the same day that household garbage is serviced. Recyclables should be placed next to the street curb by 0700 on the established trash pick up day.

b. Barracks. Recyclables will be deposited in recycling containers provided for each barracks location. The Recycling Branch should be contacted at extension 5666, to pick-up items that will not fit in the provided containers.

c. Preparation Procedures

(1) Cans. Aluminum, steel and tin cans will be rinsed of food contaminants and placed in appropriate containers for pick-up. All cans may be placed in the same container. It is not necessary to separate the different types of cans.

(2) Glass. All forms of glass containers will be rinsed of food contaminants and placed in appropriate containers for pick-up. Steel and tin lids will be removed from the glass containers and placed with the cans.

(3) Paper. Newspapers, cardboard, and magazines will be separated and placed in paper or plastic bags, or bound into stacks. No further packaging is necessary.

(4) Plastic. All number one and number two plastic containers (the number is stamped on the bottom of the container) are to be recycled. The caps are to be removed and the container rinsed. Unnumbered plastic containers are not to be recycled.

2. Office spaces and unit area. Offices and units are required to recycle cans, glass, paper and plastics according to the guidelines set forth for housing and barracks residents. In addition, the following items will be recycled according to the guidelines provided below:

a. Cardboard. For large activities, cardboard will be separated and placed into a special dumpster for cardboard only. Dumpsters will be located near units that generate large volumes of cardboard such as DSSC and the Main Exchange. Coordinate with the Recycling Branch for dumpster placement and pick-up.

b. All paper generated by offices can be recycled with the exception of fluorescent colors, colored Post-it and carbon paper. This includes, but is not limited to, newspapers, magazines, phone books, white ledger, computer paper, colored paper, and shredded paper.

~~c. Computer punchcards. Punchcards will be separated into two categories: white and white with stripes, and all other colors.~~

ENCLOSURE (1)

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~~4. Computer printouts. Printouts will be separated into two categories: high grade, green and white with high contrast, and green and white with a wash contrast. Original containers should be used whenever possible. All carbon paper must be removed.~~

C. Wood. All clean wood will be segregated by piece, size and content (i.e., pine, plywood, treated wood, etc.). All pallets should be returned through proper channels to activities that need them. After all needs have been met, excess pallets will be delivered to the wood lot next to the landfill. CAUTION: Wood items marked with a "P" have been treated with PCP chemicals and cannot be recycled. All wood marked with a "P" should be delivered to the HWAA.

d. Embark Boxes. Embark boxes in good condition should be delivered intact to DRMO. Damaged boxes should be broken down and delivered to the wood lot at the landfill.

e. Ammo Boxes. Unserviceable ammunition boxes unmarked or marked with "PA", "PB" or "PC" will be accepted at the MCAGCC wood lot. CAUTION: Boxes marked with a "P" have been treated with PCP chemicals and cannot be recycled. All boxes marked with a "P" should be delivered to the HWAA.

f. Brass. Brass shell casings that has been certified as containing "no live ordnance" will be delivered to DRMO with a completed DD Form 1348-1.

g. Aluminum. Scrap aluminum (not cans) will be delivered to DRMO.

h. Oil and Solvents. Used oil and solvents will be turned in to the HWAA.

i. Batteries. Used batteries will be turned in to the HWAA.

3. All California Redemption Containers (aluminum cans, or glass and plastic bottles) which have been placed in dumpsters, trash cans, recycling bins or bags provided by the Combat Center are government property. The extraction of these cans by individuals or private organizations for personal scavenging and "dumpster diving" are prohibited.

ENCLOSURE (1)

REQUIRED ENTRIES FOR DISPOSAL DOCUMENTS

1. NAME OF THE DISPOSAL UNIT		2. NAME OF THE DISPOSAL UNIT		3. NAME OF THE DISPOSAL UNIT		4. NAME OF THE DISPOSAL UNIT		5. NAME OF THE DISPOSAL UNIT		6. NAME OF THE DISPOSAL UNIT		7. NAME OF THE DISPOSAL UNIT		8. NAME OF THE DISPOSAL UNIT		9. NAME OF THE DISPOSAL UNIT		10. NAME OF THE DISPOSAL UNIT	
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31. NAME OF THE DISPOSAL UNIT		32. NAME OF THE DISPOSAL UNIT		33. NAME OF THE DISPOSAL UNIT		34. NAME OF THE DISPOSAL UNIT		35. NAME OF THE DISPOSAL UNIT		36. NAME OF THE DISPOSAL UNIT		37. NAME OF THE DISPOSAL UNIT		38. NAME OF THE DISPOSAL UNIT		39. NAME OF THE DISPOSAL UNIT		40. NAME OF THE DISPOSAL UNIT	
41. NAME OF THE DISPOSAL UNIT		42. NAME OF THE DISPOSAL UNIT		43. NAME OF THE DISPOSAL UNIT		44. NAME OF THE DISPOSAL UNIT		45. NAME OF THE DISPOSAL UNIT		46. NAME OF THE DISPOSAL UNIT		47. NAME OF THE DISPOSAL UNIT		48. NAME OF THE DISPOSAL UNIT		49. NAME OF THE DISPOSAL UNIT		50. NAME OF THE DISPOSAL UNIT	
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81. NAME OF THE DISPOSAL UNIT		82. NAME OF THE DISPOSAL UNIT		83. NAME OF THE DISPOSAL UNIT		84. NAME OF THE DISPOSAL UNIT		85. NAME OF THE DISPOSAL UNIT		86. NAME OF THE DISPOSAL UNIT		87. NAME OF THE DISPOSAL UNIT		88. NAME OF THE DISPOSAL UNIT		89. NAME OF THE DISPOSAL UNIT		90. NAME OF THE DISPOSAL UNIT	
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1. CERTIFY THAT THE ITEM OR ITEMS LISTED HEREON HAVE BEEN INSPECTED AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE NOT OF A DANGEROUS NATURE.

2. PROCEEDS FOR THE SALES OF RECYCLABLE MATERIAL FINE. AGCT. #17F3075.27RN

3. PRINT NAME \_\_\_\_\_ RANK \_\_\_\_\_

4. ORGANIZATION \_\_\_\_\_

5. DATE \_\_\_\_\_

6. SIGNATURE \_\_\_\_\_

7. DO FORM 118-1 1 JAN 77

8. USE PREVIOUS EDITIONS

9. DO NOT WRITE IN THESE SPACES

CCO 4010.1C  
DEC 09 1968

<u>Item No.</u>	<u>Description</u>	<u>Card Column/ Block</u>	<u>Explanation</u>
1	Document Identifier	1-3	B7J for garrison property for all units. B7J for non-garrison property for base units. B5J for non garrison property for FMF units.
2	National Stock Number	8-20	Usually found on the equipment, the unit allowance list or Consolidated Memorandum Receipt.
3	Unit of Issue	23-24	See enclosure (3).
4	Quantity	25-29	See enclosure (3).
5	Document Number	30-43	30-35 Unit Identification Code 36-39 Julian Date document is prepared 40-43 Serial number for this document's Julian date.
6	Disposal Authority Code	62-64	See enclosure (3).
7	Demilitarization Code	65-66	See enclosure (3).
8	Supply Condition Code	70-73	See enclosure (3).
9	Unit Price	74-80	Corresponds to the NSN, estimate if NSN is known.
10	Address of Activity Shipped From	A	-Your unit address if item not garrison property. -Property Control if item is garrison property.
11	Address of DRMO Shipped To	B	
12	Extended Value	E	Quantity times unit price.
13	Disposal Condition Code	P	See enclosure (3).
14	Reimbursable Job Order Number	V	Enter 6W59978SCRPT.
15	Item Nomenclature	X	Item name or as much descriptive information as possible.

ENCLOSURE (2)

DEC 09 1996

## UNIT OF ISSUE

Number of digits in the field is two (2) in CC 23-24.

<u>CODE</u>	<u>DEFINITION</u>	<u>CODE</u>	<u>DEFINITION</u>	<u>CODE</u>	<u>DEFINITION</u>
AA	Two hundred fifty	DI	Dispenser	KM	Kilometer
AM	Ampule	DK	Deck	KR	Carat
AV	Twenty-five	DL	Deciliter	KS	Cask
AX	Twenty	DM	Dram	KT	Kit
AY	Assembly	DR	Drum		
		DW	Pennyweight	LB	Pound
BA	Ball	DZ	Dozen	LF	Linear foot
BC	Block			LG	Length
Be	Bale	EA	Each	LI	Light
BF	Board foot	EN	Envelope	LK	Link
BG	Bag			LL	Fifty
BH	Bunch	FL	Flask	LN	Long ton
BI	Brick	FO	Font	LR	Liter
BK	Book	FT	Foot	LT	Lot
BL	Barrel			LY	Linear yard
BN	Bundle	GB	Gallon imperial		
BO	Bolt	GG	Great gross	MA	Magazine
BR	Bar	GI	Gill	MB	Thousand barrels
BT	Bottle	GL	Gallon	ME	Meal
BU	Bushel	GM	Gram	MF	Thousand feet
BX	Box	GN	Grain	MG	Milligram
		GP	Group	MI	Mile
CA	Cartridge	GR	Gross	ML	Milliliter
CB	Carboy	GS	Glass	LR	Meter
CC	Cubic centimeter			MX	Thousand
CD	Card	HD	Hundred		
CE	Cone	HE	Head	NT	Net ton
CF	Cubic foot	HF	Hundred feet		
CG	Centigram	HG	Half gross	OT	Outfit
CH	Chest	HH	Hogshead	OZ	Ounce
CI	Cubic inch	HI	Hide		
CK	Cake	HK	Hank	PA	Paper
CL	Coil	HP	Hundred pounds	PC	Piece
CM	Centimeter	HS	Hundred square ft	PD	Pad
CN	Can	HW	Hundred weight	PE	Peck
CO	Container	HY	Hundred year	PF	Panel
CP	Capsule			PG	Package
CR	Crate	IG	Ingot	PH	Half pound
CS	Case	II	Two	PK	Pack
CT	Carton	IN	Inch	PL	Pail
CU	Cubic Yard	IV	Four	PM	Plate
CX	Canister			PN	Packing
CY	Cyclinder	JG	Jug	PO	Pouch
CZ	Cubic meter	JR	Jar	PR	Pair
				PT	Pint
DC	Decagram	KD	Cord	PY	Pyramid
DE	Decimeter	KE	Keg	PZ	Packet
DG	Decigram	KG	Kilogram		
DH	Half dozen	KK	Chain	QI	Quart imperial

ENCLOSURE (3)

CCO 4010.1C  
DEC 09 1966

<u>CODE</u>	<u>DEFINITION</u>	<u>CODE</u>	<u>DEFINITION</u>
QR	Quire	XV	Fifteen
QT	Quart	XX	Ten
RA	Ration	YD	Yard
RD	Round		
RE	Reel		
RL	Roll		
RM	Ream		
RN	Ribbon		
RO	Rod		
SA	Sack		
SB	Slab		
SC	Section		
SE	Set		
SF	Square foot		
SG	Syringe		
SH	Sheet		
SK	Skein		
SL	Spool		
SN	Skin		
SO	Shot		
SP	Strip		
SQ	Square		
SR	Shaker		
SS	Stack		
ST	Stick		
SU	Suit		
SV	Sleeve		
SW	Subscription		
SY	Square yard		
SZ	Stock		
TB	Tub		
TI	Tin		
TL	Ten barrels		
TN	Ton		
TO	Troy ounce		
TP	Tape		
TR	Tray		
TS	Short ton		
TT	Tablet		
TU	Tube		
UN	Unit		
US	U.S.P. unit		
VC	Five hundred		
VI	Vial		
VM	Five thousand		
VO	Volume		
VX	Five		
WF	Wafer		
WG	Wine gallon		

ENCLOSURE (3)

DEC 09 1996

## DISPOSAL AUTHORITY CODES

Explanation. Entered in disposal related documentation to indicate that the item(s) being transferred to a Defense Property Disposal Office (DPDO) are authorized to be transferred to disposal because of instructions of the IPM/ICP through the materials returns program (MRP) or other proper authority.

Number of digits in the field is one in CC 62-64.

<u>Code</u>	<u>Explanation</u>
M	Items on this transaction are IMM/ICP stocks and are being transferred to disposal by authority of the Responsible Inventory Manager.
N	The items of this transaction are not reportable by virtue of an exclusion to the MRP of milstrip or other specific criteria such as extended dollar value or condition limitations on excess reporting and are duly authorized to be transferred to disposal.
R	Items on this transaction have been reported to the IMM/ICP in accordance with milstrip MRP procedures and are considered excess to that IMM/ICP's authorized retention levels. This disposal action is in accordance with service/agency retention levels and instructions.

ENCLOSURE (4)

DEMILITARIZATION CODES

Explanation. A demilitarization code is required as a mandatory entry in the disposal material release order when effecting the transfer of surplus military items to the property disposal office.

Number of digits in the field is one in CC 65-66.

<u>Code</u>	<u>Explanation</u>
A	Non-munitions list items (MLI) - Demilitarization not required.
B	MLI - Demilitarization not required.
C	MLI - Remove and/or demilitarize installed key point(s) as prescribed in defense demilitarization manual (DoD 4160.21-M-1), or lethal parts, components and accessories.
D	MLI - Demilitarization by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. (As an alternate, burial or deep water dumping may be used when authorized).
E	MLI - Demilitarization by burning, shredding or pulping.
F	MLI - Demilitarization instructions to be furnished by item manager.
G	MLI - Demilitarization required. Item to be demilitarized prior to physical transfer to DPDO normally limited to ammunition, explosives and other dangerous articles.
H	MLI - Remove and/or demilitarize installed key point(s) as prescribed in defense demilitarization manual (DoD 4160.21-M-1), or lethal parts, components and accessories overseas only. Demilitarization not required, in U.S., Puerto Rico and Virgin Islands.
J	MLI - Demilitarization by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc., overseas only. (As an alternate burial or deep water dumping may be used when authorized). Demilitarization not required in U.S., Puerto Rico and Virgin Islands.
K	MLI - Demilitarization by burning, shredding or pulping overseas only. Demilitarization not required in U.S., Puerto Rico and Virgin Islands.
L	MLI - Demilitarization by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. (As an alternate, burial or deep water dumping

ENCLOSURE (5)



<u>Code</u>	<u>Explanation</u>
	may be used when authorized). This code will be applied only to items identified as being a component of a key point on a major end item.
M	MLI - Demilitarization by mutilation (make unfit for intended purpose) by melting, cutting, tearing, scratching, crushing, breaking, punching, neutralizing, etc. (As an alternate, burial or deep water dumping may be used when authorized). Demilitarization not required in U.S., Puerto Rico and Virgin Islands. This code will be applied only to items identified as being a component of a key point on a major end item.
N	MLI or Non-MLI with sensitive applications/markings - Demilitarization by removing and destroying all name plates, label plates, meter face plates, tags, stickers, document markings which relate the item to a weapons system or sensitive end item application. Demilitarization will be performed by the generating activity prior to physical transfer of item to a property disposal activity.
X	Indicates demilitarization requirement or munitions list applicability not determined. Contact Albany, GA Code P820, for valid demilitarization code.

## SUPPLY CONDITION CODES

Number of digits in the field is two in CC 70-73.

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
A	Serviceable (Issuable Without Qualification)	New, used, repaired or reconditioned material which is serviceable and issuable to all customers without limitation or restriction. Includes material with more than six months shelf life remaining.
B	Serviceable (Issuable With Qualification)	New, used, repaired, or reconditioned material which is serviceable and issuable for its intended purpose but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service life expectancy. Includes material with three through six months shelf life remaining.
C	Serviceable (Priority Issue)	Items which are serviceable and issuable to selected customers, but which must be issued before Condition A and B material to avoid loss as a usable asset. Includes material with less than three months shelf life remaining.
D	Serviceable (Test/Modification)	Serviceable material which requires test, alteration, modification, conversion, or disassembly. This does not include items which must be inspected or tested immediately prior to issue.
E	Unserviceable (Limited Restoration)	Material which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located.
F	Unserviceable (Repairable)	Economically repairable material which requires repair, overhaul, or reconditioning, includes repairable items which are radioactively contaminated.

ENCLOSURE (6)

DEC 09 1996

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
G	Unserviceable (Incomplete)	Material requiring additional parts or components to complete the end item prior to issue.
H	Unserviceable (Condemned)	Material which has been determined to be unserviceable and does not meet repair criteria, includes condemned items which are radioactively contaminated.
S	Unserviceable (Scrap)	Material that has no value except for its basic material content. No stock will be recorded as on hand and in Condition Code S. This code is used only on transactions involving shipments to DRMO's. Material will not be transferred to Condition Code S prior to turn in to DRMO if material recorded in Condition Code A through H at the time material is determined excess. Material identified by NSN will not be identified by this Condition Code.

ENCLOSURE (6)

DEC 08 1992

## DISPOSAL CONDITION CODES

Number of digits in the field is one in Block P.

Explanation assigned by Defense Property Disposal Office (DPDO) accurately describes the material physical condition based on inspection of material at time of receipt.

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
1	Unused-Good	Unused property that is usable without repairs and identical to new items from supply source.
2	Unused-Fair	Unused property that is usable without repairs, but is deteriorated or damaged to the extent that utility is somewhat impaired.
3	Unused-Poor	Unused property that is usable without repairs, but is considerably deteriorated or damaged. Enough utility remains to classify the property better than salvage.
4	Used-Good	Used property that is usable without repairs and most of its useful life remains.
5	Used-Fair	Used property that is usable without repairs, but is somewhat worn and deteriorated and may soon require repairs.
6	Used-Poor	Used property that may be used without repairs, but is considerably worn or deteriorated to the degree that remaining utility is limited or major repairs may soon be required.
7	Repairs Required-Good	Repairs required are minor and should not exceed 15 percent of the standard price.
8	Repairs Required-Fair	Required repairs are considerable and are estimated to range 16 percent to 40 percent of the standard price.
9	Repairs Required	Repairs required are major as property is badly damaged, worn or deteriorated and are estimated to range from 41 percent to 65 percent of the standard price.
S	Scrap	Material has no value except for its basic material content.
X	Salvage	Property has some value in excess of its basic material content. Repair or rehabilitation to use its

ENCLOSURE (7)

CCO 4010.1C

DEC 09 1996

originally intended purpose is impractical. Repair for any use would exceed 65 percent of the standard price.

ENCLOSURE (7)